

TOWN OF ORROCK
REGULAR MONTHLY Meeting
Wednesday, December 17, 2025 7:00PM

1. CALL MEETING TO ORDER AND PLEDGE OF ALLEGIANCE

2. APPROVAL OF DECEMBER MEETING AGENDA

3. APPROVE CONSENT AGENDA

The Consent Agenda groups routine meeting discussion points and normal business decisions into a single agenda item. In so doing, the grouped items can be approved in one action, rather than through the filing of multiple motions. For both Consent and Regular Agenda items, the same legal, financial, and policy evaluations are conducted and reported to the Town Board. Any Board Supervisor can request an item be removed from the Consent Agenda and presented individually for consideration by the Town Board.

Review or approval of Treasurer's Reports:

- A. Routine Claims – Approve
- B. Payroll – December 2025 – Approve

4. SHERIFF'S REPORT

Sergeant Alex Dehn

5. OPEN FORUM

Business presentations during open forum will be limited to 3 minutes per person. The Board reserves the right to defer any action on business presented, during open forum. State your full name and address, for the record. Keep everything in statement form. Questions may be submitted in writing for future Board consideration. Once your time is up, any further interaction will be initiated by the Board.

6. APPROVAL OF MEETING MINUTES

November Monthly Meeting

7. REGULAR BUSINESS

- A. Ann Lake Beach – Update
- B. Options 2026 Cleaning Contract – Discuss/Action
- C. January SCAT Meeting Meal Host Budget – Discuss/Action
- D. Security Camera Update – Discuss/Action
- E. 2026 Local Board of Appeal and Equalization Meeting – Discuss/Action
- F. Ducks Unlimited Wigeon Chapter #309 Application for Gambling Permit – Discuss/Action

8. ROADS

- A. West Eagle Lake Rd Improvements - Update
- B. Sign Repair - Update

Disclaimer: The agenda has been prepared to provide information regarding an upcoming meeting of the Orrock Town Board of Supervisors.

This document does not claim to be complete and is subject to change.

This meeting is being recorded, for the purpose of aiding the township's Clerk with transcription of the official minutes and on occasion uploaded to the Township website for public viewing.

TOWN OF ORROCK
REGULAR MONTHLY Meeting
Wednesday, December 17, 2025 7:00PM

- C. Culverts, Weight Limits and Speed Limit Signs Maps – Information
- D. Resolution 2025-8 Resolution Temporarily Closing Certain Town Roads During Winter Months – Discuss/Action

9. BOARD BUSINESS/UPDATES – COMMITTEE REPORTS

- A. Adams
- B. Ellinger
- C. Felber
- D. Owen
- E. Keiderling

10. TREASURER BUSINESS

- A. Cash Control Statement and Investment Update - Approve
- B. Treasurer's Report - Approve
- C. Report of November Sherburne State Bank Securities Pledge Validation – Review
- D. Additional Claims – Approve
- E. Additional Disbursements Not Paid Through Claims Process - Approve

11. ANNOUNCEMENTS

- A. January Board Meeting/Reorganizational Meeting – Wednesday, January 28th @ 7PM
- B. Joint Community Meeting – Thursday, January 15th, 2026 @ 6PM, Big Lake City Council Chambers
- C. Sherburne County SCAT Meeting – Wednesday, January 21st – Meal at 6PM, Meeting at 7PM, Sherburne History Center.
- D. Changes will be occurring at the Municipal Yard Waste sites starting January 1st. We have shared more detailed information on our website.

12. ADJOURNMENT

Disclaimer: The agenda has been prepared to provide information regarding an upcoming meeting of the Orrock Town Board of Supervisors.

This document does not claim to be complete and is subject to change.

This meeting is being recorded, for the purpose of aiding the township's Clerk with transcription of the official minutes and on occasion uploaded to the Township website for public viewing.



Sherburne County Sheriff
13880 Business Center Dr
Elk River MN 55330
Ph: (763) 765-3500
Fax: (763) 765-3500

CAD Summary Report - ORROCK TOWNSHIP NOVEMBER 2024

Printed On: 12/02/24 11:58

Sherburne County Sheriff

	11/24	Total
91450 DWI	2	2
91600 DISTURBING THE PEACE	1	1
91650 HARASSMENT	1	1
91800 PROPERTY DAMAGE	3	3
92700 TRESPASS	1	1
92750 FRAUD COMPLAINT	1	1
9420 ACCIDENT-MV-PERSONAL INJ	1	1
9440 ACCIDENT-MV-PROPERTY DAM	1	1
9462 ACCIDENT-VEHICLE VS ANIMA	5	5
9561 CONSERVATION	4	4
9562 DOG COMPLAINT	6	6
9563 DOG BITE	1	1
9609 ALARM-FIRE	1	1
9730 MEDICAL	8	8
9740 MENTAL CASE	2	2
9800 MISCELLANEOUS PUBLIC	1	1
9801 DOMESTIC	2	2
9802 PUBLIC ASSIST	3	3
9804 ALARM-SECURITY	1	1
9807 TRAFFIC STOP	62	62
9808 TRAFFIC COMPLAINT	5	5
9810 GARBAGE/LITTERING	2	2
9811 SUSPICIOUS PERSON	2	2
9812 SUSPICIOUS VEHICLE	1	1
9813 JUVENILE COMPLAINT	3	3
9817 SECURITY CHECK	23	23
9818 EXTRA PATROL	23	23
9823 CHECK THE WELFARE	2	2
9826 ATV COMPLAINT	1	1
9827 SHOOTING COMPLAINT	2	2
9850 PAPER SERVICE	1	1
9853 SUSPICIOUS ACTIVITY	1	1
9863 HAZARDOUS ROAD	1	1
9900 MISCELLANEOUS OFFICER	1	1
Vandalism	1	1
WARRANT ATTEMPT	1	1



Sherburne County Sheriff
13880 Business Center Dr
Elk River MN 55330
Ph: (763) 765-3500
Fax: (763) 765-3500

CAD Summary Report - ORROCK TOWNSHIP NOVEMBER 2024

Printed On: 12/02/24 11:58

	Total	177	177
--	--------------	------------	------------



Sherburne County Sheriff
13880 Business Center Dr
Elk River MN 55330
Ph: (763) 765-3500

CAD Summary Report - ORROCK TOWNSHIP NOVEMBER 2025

Printed On: 12/01/25 09:53

Sherburne County Sheriff

	11/25	Total
9009 STOP ARM VIOLATION	3	3
90600 THEFT	5	5
91600 DISTURBING THE PEACE	2	2
91650 HARASSMENT	4	4
91800 PROPERTY DAMAGE	1	1
9201 DAR/DAS/DAC	2	2
92200 CRIMES AGAINST ADMIN JUS	1	1
9303 PROPERTY LOST	1	1
9312 ANIMAL FOUND	1	1
9314 ABANDONED VEHICLE	1	1
9440 ACCIDENT-MV-PROPERTY DAM	1	1
9462 ACCIDENT-VEHICLE VS ANIMA	5	5
9561 CONSERVATION	6	6
9562 DOG COMPLAINT	1	1
9612 ALARM-CARBON MONOXIDE	1	1
9730 MEDICAL	7	7
9740 MENTAL CASE	1	1
9802 PUBLIC ASSIST	3	3
9803 AGENCY ASSIST	1	1
9804 ALARM-SECURITY	1	1
9807 TRAFFIC STOP	40	40
9808 TRAFFIC COMPLAINT	1	1
9811 SUSPICIOUS PERSON	2	2
9812 SUSPICIOUS VEHICLE	3	3
9813 JUVENILE COMPLAINT	2	2
9817 SECURITY CHECK	1	1
9818 EXTRA PATROL	14	14
9823 CHECK THE WELFARE	2	2
9824 BURNING COMPLAINT	1	1
9826 ATV COMPLAINT	2	2
9834 PARKING COMPLAINT	3	3
9850 PAPER SERVICE	5	5
9853 SUSPICIOUS ACTIVITY	5	5
9863 HAZARDOUS ROAD	1	1
9900 MISCELLANEOUS OFFICER	3	3
9904 WARRANT ARREST	1	1



Sherburne County Sheriff
13880 Business Center Dr
Elk River MN 55330
Ph: (763) 765-3500
Fax: (763) 765-3500

CAD Summary Report - ORROCK TOWNSHIP NOVEMBER 2025

Printed On: 12/01/25 09:53

9937 911 HANG UP	1	1
Public lift assist	1	1
Vandalism	1	1
Vehicle Off Road	1	1
Total	138	138



Regular Monthly Meeting
Wednesday, November 19, 2025, 7:00PM

The Orrock Township Board met in regular session, on Wednesday, November 19th, 2025 at Orrock Town Hall, 26401 180th Street NW, Big Lake, MN.

In attendance were Chair Anne Felber, Supervisors; Paul Ellinger, Bryan Adams, Dalton Keiderling and Peter Owen, Treasurer Kellie McConville and Clerk Shelley Erickson. Also, in attendance were Sergeant Alex Dehn, Sherburne Co. representative Bruce Messelt, Patriot News reporter Don Bellach, and 21 members of the audience.

A quorum was present and the meeting was called to order by Chair Anne Felber at 7:00 PM.

Call Meeting to Order and Pledge of Allegiance

Attendees were asked to rise and remove cover for the pledge of allegiance.

APPROVAL OF NOVEMBER MEETING AGENDA

Chair Felber requested approval of the November meeting agenda with two changes: removal of item 7H (Tri County Humane Society Agreement) due to lack of information, and addition of item 11E (2025 Disbursements not paid through the claims process) for review and approval.

Motion to approve the November meeting agenda as amended made by Supervisor Adams, seconded by Supervisor Keiderling. Motion carried unanimously.

APPROVE CONSENT AGENDA

The consent agenda was presented for approval.

Motion to approve the consent agenda made by Supervisor Ellinger, seconded by Supervisor Owen. Motion carried unanimously.

SHERIFF'S REPORT

Sergeant Alex Dehn of the Sheriff's Office reported that in October 2025, there were 130 calls for service in Orrock Township, compared to 179 calls in October 2024. Notable incidents included:

- One school bus stop arm violation (255 hundred block of 146th Street)
- One motor vehicle property damage accident (247 hundred block of 164th Street)
- Two parking complaints related to a haunted house event (243 hundred block of 169th Street)
- Three driving complaints, including motorcycles driving recklessly and suspected DUIs
- One garbage/littering complaint (229 hundred block of 147th Street)
- Two shooting complaints related to hunting on public land
- One stolen vehicle that was later recovered in St. Joseph

Sgt. Dehn noted that road construction is wrapping up for the season, and the County Road 15 bridge reopening has helped alleviate traffic issues.

OPEN FORUM

Several Ann Lake residents addressed the board regarding concerns about the termination of the agreement between the township and the Ann Lake Association:

Clint Christensen (25176 164th Street NW) expressed concern about the agreement being terminated without sufficient discussion and noted that the association has been maintaining the area through donations. He emphasized that even basic maintenance like grading the driveway once a year would cost the township more than what the association is requesting.

Pat Flanagan (25333 167th Street NW) explained that the association's primary goal is caring for the lake. They have invested time and money into the lake's maintenance, including rebuilding the dock and maintaining a storage shed for dock and aeration equipment. He emphasized the popularity of the dock area for fishing, family activities, and recreation.

Jacqueline O'Hern (25022 165th Street NW) shared her long history with the lake since the 1950s and expressed concerns about increasing boat traffic potentially impacting water quality. She also emphasized the importance of maintaining accessibility for people with disabilities.

Susan Gerard (25368 164½ Street) noted the peaceful nature of the lake, which has become popular for kayaking, stand-up paddleboarding, and fishing. She expressed concern that promoting more activity could damage the lake's ecology, including the waterfowl nesting areas in what she calls "Lilypad Bay."

Joni Morton, (16449 253 ½ Ave) a resident from the north side of the lake, reminded the board that the lake is bordered by Sand Lake State Forest and emphasized the importance of maintaining the area's peacefulness.

Sherri O'Hern Nichols, speaking on behalf of herself and her father Patrick, requested that the board explain how proposed changes would benefit the residents of Ann Lake.

Leslie Waterhouse (16465 253½ Ave) described the building not just as storage but as a clubhouse central to the Ann Lake community, where they gather for community events and annual picnics.

APPROVAL OF MEETING MINUTES

The October meeting minutes were presented for review and approval.

Motion to approve the October meeting minutes made by Supervisor Ellinger, seconded by Supervisor Keiderling. Motion carried unanimously.

REGULAR BUSINESS

Sherburne County, General Update

Sherburne County Administrator Bruce Messelt, accompanied by Commissioner Gregg Felber, provided updates on several county matters:

North Star Commuter Rail: The service will be terminated, with the last train most likely running at the end of the Vikings football season. The Met Council plans to replace rail service with bus service but only up to Ramsey, not including Elk River or Big Lake. As half of current North Star riders board at Elk River and Big Lake, the county is implementing a two-year pilot program (Route 882) to run express buses from Big Lake through Elk River directly to the Cities, with three buses in the morning and three in the afternoon. The fare will be \$3.25, cheaper than the train's \$6.25 fare.

Data Centers: After a decade of work to attract data centers to replace the closing Sherco plant in Becker, including \$25 million in infrastructure investment, four interested companies walked away after the state legislature enacted legislation unfavorable to data centers. The county is working to get the legislature to allow "energy communities" that are transitioning from coal plants to still pursue data centers.

Nuclear Power: The county is exploring small modular reactors and micro reactors as a carbon-free energy alternative, especially as Minnesota has the most aggressive carbon-free goal (by 2040) in the United States but also the most restrictive nuclear moratorium.

Road Projects: The Zimmerman intersection project continues with the overpass to be completed next year. The county's next major project will focus on US Highway 10 and County Road 11, which functions as an unofficial Highway 25 for many travelers.

Budget Challenges: The county is facing the largest tax rate increase in over 25 years due to unfunded mandates from federal and state governments. Despite a 6.49% levy increase, the county will have fewer staff next year, equivalent to two fewer deputies, two fewer public health/human services workers, and two fewer road workers.

Other Issues: Administrator Messelt discussed marijuana regulation changes, tobacco/vape ordinance updates to address youth use, concerns about post office closures in Becker and Big Lake, and changes to outdoor warning sirens as Excel Energy phases them out.

Ann Lake Beach Update

Clerk Erickson reported on the insurance quote for the shed at Ann Lake Beach, which would cost about \$87 per year with a \$2,500 deductible. She also noted that the property address has been corrected with the county, fixing errors in both Google and Beacon systems.

Regarding the outhouse abandonment, research showed that a Minnesota licensed septic professional would need to be hired, as there are specific standards under rule 7080.25 that must be met, including removal of contaminated soil and proper documentation.

Chair Felber clarified that contrary to statements during open forum, the township has no specific plan for Ann Lake Beach. The board had only requested termination of the current agreement because it severely limited what the township could do. The Chair proposed appointing two board members to form a subcommittee to meet with the Ann Lake Association to work on a new agreement.

Motion to form a committee with Supervisor Ellinger and Chair Felber to work with the Ann Lake Association on a new agreement, with Supervisor Keiderling as alternate, made by Chair Felber, seconded by Supervisor Keiderling. Motion carried unanimously.

Board members and Ann Lake representatives agreed to schedule evening meetings soon, hoping to have at least one before the end of the year.

Ducks Unlimited Zimmerman Chapter #309 Application for Gambling Permit

A gambling permit application from Ducks Unlimited Chapter #309 was presented for approval.

Motion to approve the Ducks Unlimited Chapter #309 gambling permit made by Supervisor Ellinger, seconded by Supervisor Adams. Motion carried unanimously.

Proposed Amendment to Zoning Ordinance

The board reviewed a proposed amendment to the county zoning ordinance related to tow truck businesses. Board members agreed it was a reasonable change to address a gap in the ordinance. No formal action was required as the county was only requesting comments.

WSB 2026 Rate Schedule

The board received WSB's 2026 rate schedule showing a 4% increase. This was presented as information only, with no action required.

Sherburne County Assessment Search Agreement

The Sherburne County Assessment Search Agreement was presented for approval.

Motion to approve the Sherburne County Assessment Search Agreement made by Supervisor Adams, seconded by Supervisor Owen. Motion carried unanimously.

Call for Joint City, County, School and Township Meeting

The board discussed the joint meeting set for January 15, 2026, at 6:00 PM in the Big Lake City Council Chambers.

Motion to call for the joint city, county, township meeting made by Supervisor Adams, seconded by Supervisor Keiderling. Motion carried unanimously.

Paid Leave Letter

The board discussed Minnesota's new paid leave requirements. Clerk Erickson explained that the township needed to decide on the percentage split between employer and employee contributions, with most townships choosing a 50/50 split. The township cannot go lower than 0.22% and the employee cannot pay more than 0.44%.

Motion to adopt a 50/50 split for the paid leave contribution made by Supervisor Keiderling, seconded by Chair Felber. Motion carried unanimously.

The board also needed to designate the person that employees should contact regarding leave requests.

Motion to designate the Clerk as the contact person for paid leave requests made by Supervisor Adams, seconded by Chair Felber. Motion carried unanimously.

The board then reviewed the resolution and policy for paid leave.

Motion to adopt the paid leave resolution made by Supervisor Ellinger, seconded by Supervisor Owen. Motion carried unanimously.

Motion to adopt the paid leave policy made by Chair Felber, seconded by Supervisor Adams. Motion carried with Supervisor Ellinger opposed.

ROADS

2025 Township Road Certification

Clerk Erickson reported that the township certifies road mileage annually with Sherburne County, which then forwards the certification to the state. The mileage is used to calculate township state aid. Township engineer Kevin Kruger reviewed and certified the road mileage at 47.41 miles, with no additions from the previous year.

Basin & Sign Repair

Supervisor Owen reported that on November 11, Eagle Lake's storm basins were cleaned out, with assistance from Supervisor Adams. The process took about seven hours. One basin is plugged and needs to be jetted out, which is being coordinated with Township handyman Darryl Waletzko, as the

contractor doesn't have equipment strong enough for this task. It was also suggested that the catch basins should be inspected more often.

Supervisor Owen also reported several missing or illegible signs, particularly on 241st Street by the Shores, which had been reported by citizens and the Vision Bus company. He has a list of other needed signs on 234th, 232nd, and 189th Streets and is coordinating with Darryl Waletzko to address these issues as soon as possible.

Tree Trimming & Brush Cutting

Supervisor Owen reported that tree trimming and brush cutting had been completed the previous week. He had already approved the invoice, and no complaints had been received from residents.

ZONING

Orrock Hamlet Zoning

Supervisor Keiderling reported on Sherburne County's comprehensive plan update and its implications for hamlet zoning. Orrock is one of three townships with a hamlet designation, and the county is considering allowing each township to develop its own hamlet zoning rather than using a one-size-fits-all approach.

Supervisor Keiderling explained that Palmer Township wants to allow residential development in their hamlet, particularly for residents aged 55 and older who want to remain in the community but need to downsize. He asked for the board's thoughts on whether Orrock would want residential development in its hamlet area, which currently includes the liquor store, bar, auto repair shop, gas station, some light industrial uses, and existing residential properties.

Board members discussed concerns about septic systems for multi-unit housing, with some expressing skepticism about four-unit buildings on septic. They noted that building codes would address this issue by requiring appropriately sized septic systems.

The county is also considering reducing road setback requirements in hamlets from the current 100 feet from centerline, possibly to 75 feet or even 50 feet.

After discussion, board members generally preferred maintaining the hamlet's current mixed-use designation without further restrictions, letting market forces guide development while relying on existing building and septic codes to prevent overdevelopment.

BOARD BUSINESS/UPDATES – COMMITTEE REPORTS

Supervisor Adams had nothing to report beyond helping with basin inspection.

Supervisor Ellinger reported that he and Supervisor Keiderling attended the Big Lake Fire Department meeting, where they learned about the family leave requirements and discussed the fire department's funding formula.

Chair Felber had nothing to report.

TREASURER BUSINESS

Cash Control Statement and Investment Update

The Treasurer presented the cash control statement showing balances at the end of October, including interest earned. She noted that the information was balanced according to CTAS and bank accounts.

The Treasurer suggested the possibility of transferring money into CDs for higher interest rates after the township receives its final levy payment next month.

Motion to transfer \$49,723.98 from the money market to checking to maintain a balance of \$75,000 made by Supervisor Ellinger, seconded by Supervisor Keiderling. Motion carried unanimously.

Treasurer's Report

The Treasurer presented the report showing budget status and fund balances.

Motion to approve the Treasurer's Report made by Chair Felber, seconded by Supervisor Adams. Motion carried unanimously.

Report of October Sherburne State Bank Securities Pledge Validation

The Treasurer presented the pledge validation showing the township's account balances are insured.

Additional Claims

Additional claims totaling \$3,191.84 were presented for approval.

Motion to approve the additional claims made by Supervisor Adams, seconded by Supervisor Ellinger. Motion carried unanimously.

2025 Disbursements not paid through the claims process

The Treasurer presented disbursements made throughout the year that were not paid through the claims process, including various adjustments and rounding differences, with all supporting documentation attached.

Motion to approve the 2025 disbursements not paid through the claims process made by Supervisor Keiderling, seconded by Supervisor Owen. Motion carried unanimously.

ANNOUNCEMENTS

Chair Felber announced:

- The December board meeting will be held on the third Wednesday, December 17th, to avoid holiday conflicts
- The MAT Conference will be held December 11-13 at River's Edge Conference Center in St. Cloud
- The Joint Community Meeting will be on January 15, 2026, at 6:00 PM in the Big Lake City Council Chambers
- The Sherburne County SCAT Meeting will be on January 21st, with Orrock Township responsible for providing the meal (costs to be reimbursed by SCAT)

ADJOURNMENT

Motion to adjourn made by Chair Felber, seconded by Supervisor Owen. Motion carried unanimously.

The meeting was adjourned at 8:33 PM.

Respectfully Submitted,
Shelley Erickson
Orrock Township Clerk

Accepted on this **17th day of December, 2025**, by the Orrock Township Board of Supervisors.

Anne Felber, Chair

Attest: _____

Town Clerk



AGENDA ITEM
Orrock Town Board

Prepared By: Shelley Erickson, Clerk	Meeting Date: 12/17/2025	Regular Agenda Item	Item No. 7A
Item Description: Ann Lake Update	Reviewed By: Chair Felber		
	Reviewed By: Supervisor Ellinger		

ACTION REQUESTED
TBD

BACKGROUND/DISCUSSION
Chair Felber and Supervisor Ellinger met with Ann Lake representatives on December 4th to discuss the future of the Ann Lake Beach property.



AGENDA ITEM
Orrock Town Board

Prepared By: Shelley Erickson, Clerk	Meeting Date: 12/17/2025	Regular Agenda Item	Item No. 7B
Item Description: Options 2026 Cleaning Contract	Reviewed By: N/A		
	Reviewed By: N/A		

ACTION REQUESTED
Discuss/Action

BACKGROUND/DISCUSSION
Motion to renew the cleaning contract with Options, Inc. at the rate of \$51.50/hour with services to be performed every other week for one year.

- ATTACHMENTS**
- Options, Inc. Contract



December 4, 2025

RE: Contract for Options, Inc.

Dear Valued Business Partner,

I would like to thank you for your continued business as well as your support in employing persons with disabilities. We are currently assessing all of our contracts in order to continue to help secure and maintain employment for those we serve within their community. As you know, Options is a private, nonprofit organization, which provides vocational services to adults with disabilities. In order to support adults with disabilities working in the mainstream of community life, we must continue to value the high job retention rate for all the businesses we serve. At our current billing rate, every single penny goes into the pockets of the individuals we serve. However, the increase in minimum wage this year has unfortunately made an impact on Options' ability to continue to supplement our workers' paychecks. Therefore, I would like to take this time to propose a new billing rate that will satisfy our ability to serve adults with disabilities in maintaining their employment in the community as well as one that will satisfy you as a continued business partner. Attached you will find the 2026 contract for our services with the changes to the hourly rate. If you accept the new billing rate, please sign and return a copy to me either by mail, email or fax. Feel free to call or email me with any questions.

Thank You,

Krisann Johnson

Community Employment Coordinator

763.263.3684 x232

Fax: 763-263-8110

krisannjohnson@options-inc.org

"Options Inc. is committed to empowering and supporting adults with disabilities in living and working in the mainstream of community life."



2026 Scope of Services

Tasks/Services – Options will provide staff of workers to perform janitorial services for Orrock Township Hall including:

- Work currently performed
- Additional tasks agree upon by both parties

Additional services provided to Orrock Township Hall

- Training and supervision of workers
- Provide support in introducing people with disabilities to the workforce.
- Ongoing partnership that is motivated to consistently assess, meet, and maintain your business' strategies and goals.
- Free job coach provided to train 3-4 workers, maintain communication with managers and assure 100% quality on work

Work Schedule

- Every other Wednesday, 12:45-1:45 pm
- Service will not be provided on days designated as Option's holidays.
- See Program schedule attached.

Liability

- Liability for Options' personnel, including workers with disabilities and job coaches, will be the responsibility of Options, unless the injury or accident is the result of Orrock Township Hall's negligence.

Method of Payment

Options, as employer of record, will:

- Bill once per month at a rate of **\$51.50 per hour** based on a crew of 3-4 and a job coach.
- Comply with Federal Wage and Hour Regulations, 14C.

Guarantee and Approval

If you agree with this proposal, please sign and return one copy. A copy is enclosed for your records.

This agreement will remain in effect from January 1, 2026 until December 31, 2026. Either party may cancel at any time by giving the other party 30 days written notice.

Please call me at 763-263-3684, extension 232 with any questions.

Accepted on behalf of Options, Inc.:

Accepted on behalf of Orrock Township Hall:

By: Krisann Johnson

By: _____

Title: Community Employment Coordinator

Title: _____

Date: 12/4/2025

Date: _____

2026

January						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

April						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

July						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

October						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

February						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

May						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

August						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

November						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

March						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

June						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

September						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

December						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

DAYS CLOSED

January 1-New Year's Day
 January 19-MLK Jr. Day-Staff Workshop
 February 16-President's Day
 April 3-Good Friday
 May 25-Memorial Day
 July 1, 2 & 3-Fourth of July Summer Break
 August 14-Staff Workshop
 September 7-Labor Day
 October 16-Staff Workshop
 November 26 & 27-Thanksgiving
 December 23, 24, & 25 -Winter Break

ATTENDANCE

When calling in as absent, please call before 7:30 if possible and leave a message in the general mailbox.

Options: 763-263-3684

TriCAP: 320-202-7824 or toll free: 1-800-600-7498 Trailblazer: 763-682-1600 or toll free: 1-888-743-3828

PROGRAM CLOSURE

When Options is delayed or closed due to inclement weather, it will be displayed on WCCO and KSTP television and online.

You can also visit facebook or www.optionsincmn.org for up to date information.

Options drivers will only pull into driveways that have been plowed.

****TriCAP will not be in operation on our service day, June 19th.**

If you use their service, you will need to arrange alternative transportation.



AGENDA ITEM
Orrock Town Board

Prepared By: Shelley Erickson, Clerk	Meeting Date: 12/17/2025	Regular Agenda Item	Item No. 7C
Item Description: January SCAT Meeting Meal Host Budget	Reviewed By: N/A		
	Reviewed By: N/A		

ACTION REQUESTED
Discuss/Action

BACKGROUND/DISCUSSION

Orrock Township will host the meal for the 2026 January SCAT meeting. Last years meals did not exceed \$150.00. The cost of the meals are reimbursed by SCAT.

Motion to approve the amount of \$150.00 for the 2026 Jan. SCAT meeting meal budget.



AGENDA ITEM
Orrock Town Board

Prepared By: Shelley Erickson, Clerk	Meeting Date: 12/17/2025	Regular Agenda Item	Item No. 7D
Item Description: Security Camera Update	Reviewed By: N/A		
	Reviewed By: Shelley Erickson		

ACTION REQUESTED
Discuss/Action

BACKGROUND/DISCUSSION

It has come to the clerks notice that certain security updates would be beneficial to our Town Hall. Clerk spoke with the security firm and he provided suggestions and a quote.



Sherburne County Assessor

Sherburne County Assessor's Office
13880 Business Center Drive
Suite 100
Elk River, MN 55330
(763) 765-4900
1-800-438-0577

12/9/2025

Orrock Township
Attn: Township Clerk-Shelly Erickson
26401 180th ST. NW
Big Lake, MN 55309

RE: LOCAL BOARD OF APPEAL AND EQUALIZATION DATE AND TIME

Dear Shelley:

I have tentatively set your Local Board of Appeal and Equalization meeting for Wednesday, April 8th, 2026, at 6:00 P.M. Please contact my office as soon as possible if this date conflicts with your schedule so I can reschedule an alternate date and/or time. The Department of Revenue requires minutes of the meeting as part of the township record. You MUST provide a clerk to take minutes. My office shall be provided with a copy of those minutes within five working days after the above date so that we can file them with necessary records as directed by the State of Minnesota.

Also, it is imperative that a quorum of your township supervisors be present for the meeting, so please keep that in mind when reviewing the proposed date and time. Lack of a quorum means no legal meeting and no action possible at the local level. Thus, people in attendance would receive a letter explaining that fact and directing them to attend the County Board of Appeal and Equalization if they want to pursue obtaining a change in value or classification. Our records show that township supervisors Bryan Adams, and Anne Felber have completed required training and at least one must be present at the meeting.

Please email approval of date and time or request to change to:
Kristina.botzek@co.sherburne.mn.us

Respectfully,

Michelle Moen

Michelle Moen, S.A.M.A.
Sherburne County Assessor



AGENDA ITEM
Orrock Town Board

Prepared By: Shelley Erickson , Clerk	Meeting Date: 12/17/2025	Regular Agenda Item	Item No. 7F
Item Description: Ducks Unlimited Zimmerman Chapter #309 Application for Gambling Permit	Reviewed By: N/A		
	Reviewed By: Shelley Erickson		

ACTION REQUESTED
Discuss/Action

BACKGROUND/DISCUSSION
Motion to approve the application for exempt gambling premises permit

BACKGROUND/DISCUSSION
The Ducks Unlimited Zimmerman Chapter #309 is applying for an exempt gambling premises permit for a one-time bingo and raffle event to be held on February 7, 2026 at the Getaway Bar in Orrock.

- ATTACHMENTS**
- Application for Exempt Permit

LG220 Application for Exempt Permit

An exempt permit may be issued to a nonprofit organization that:

- conducts lawful gambling on five or fewer days, and
- awards less than \$50,000 in prizes during a calendar year.

If total raffle prize value for the calendar year will be \$1,500 or less, contact the Licensing Specialist assigned to your county by calling 651-539-1900.

Application Fee (non-refundable)

Applications are processed in the order received. If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**.

Due to the high volume of exempt applications, payment of additional fees prior to 30 days before your event will not expedite service, nor are telephone requests for expedited service accepted.

ORGANIZATION INFORMATION

Organization Name: Ducks Unlimited Zimmerman Chapter #309 Previous Gambling Permit Number: X- 36549-25-019

Minnesota Tax ID Number, if any: ES 37964 Federal Employer ID Number (FEIN), if any: _____

Mailing Address: 12965 269th Ave NW

City: Zimmerman State: MN Zip: 55398 County: Sherburne

Name of Chief Executive Officer (CEO): Barry Wendorf

CEO Daytime Phone: 763-222-8587 CEO Email: barrywendorf@hotmail.com
(permit will be emailed to this email address unless otherwise indicated below)

Email permit to (if other than the CEO): mikerayer0158@gmail.com

NONPROFIT STATUS

Type of Nonprofit Organization (check one):

☐ Fraternal ☐ Religious ☐ Veterans ☒ Other Nonprofit Organization

Attach a copy of one of the following showing proof of nonprofit status:

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

- ☐ **A current calendar year Certificate of Good Standing**
Don't have a copy? Obtain this certificate from:
MN Secretary of State, Business Services Division
60 Empire Drive, Suite 100
St. Paul, MN 55103
Secretary of State website, phone numbers:
www.sos.state.mn.us
651-296-2803, or toll free 1-877-551-6767
- ☐ **IRS income tax exemption (501(c)) letter in your organization's name**
Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.
- ☒ **IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)**
If your organization falls under a parent organization, attach copies of both of the following:
1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling; and
2. the charter or letter from your parent organization recognizing your organization as a subordinate.

GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted
(for raffles, list the site where the drawing will take place): Getaway ar

Physical Address (do not use P.O. box): 26211 184th St. NW

Check one:

☐ City: _____ Zip: _____ County: _____

☒ Township: Orrock Zip: 55309 County: Sherburne

Date(s) of activity (for raffles, indicate the date of the drawing): February 7, 2026

Check each type of gambling activity that your organization will conduct:

☒ Bingo ☐ Paddlewheels ☐ Pull-Tabs ☐ Tipboards ☒ Raffle

Gambling equipment for bingo paper, bingo boards, raffle boards, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo ball selection devices may be borrowed from another organization authorized to conduct bingo. To find a licensed distributor, go to www.mn.gov/acb and click on **Distributors** under the **List of Licensees** tab, or call 651-539-1900.

LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT (required before submitting application to the Minnesota Gambling Control Board)

**CITY APPROVAL
for a gambling premises
located within city limits**

- ☐ The application is acknowledged with no waiting period.
- ☐ The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).
- ☐ The application is denied.

Print City Name: _____

Signature of City Personnel: _____

Title: _____ Date: _____

**The city or county must sign before
submitting application to the
Gambling Control Board.**

**COUNTY APPROVAL
for a gambling premises
located in a township**

- ☐ The application is acknowledged with no waiting period.
- ☐ The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days.
- ☐ The application is denied.

Print County Name: _____

Signature of County Personnel: _____

Title: _____ Date: _____

TOWNSHIP (if required by the county)

On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minn. Statutes, section 349.213.)

Print Township Name: _____

Signature of Township Officer: _____

Title: _____ Date: _____

CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)

The information provided in this application is complete and accurate to the best of my knowledge. I acknowledge that the financial report will be completed and returned to the Board within 30 days of the event date.

Chief Executive Officer's Signature: Barry Wendorf Date: 12/12/2025
(Signature must be CEO's signature; designee may not sign)

Print Name: Barry Wendorf

REQUIREMENTS

Complete a separate application for:

- all gambling conducted on two or more consecutive days; or
- all gambling conducted on one day.

Only one application is required if one or more raffle drawings are conducted on the same day.

Financial report to be completed within 30 days after the gambling activity is done:

A financial report form will be mailed with your permit. Complete and return the financial report form to the Gambling Control Board.

Your organization must keep all exempt records and reports for 3-1/2 years (Minn. Statutes, section 349.166, subd. 2(f)).

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in exempt gambling activities in Minnesota. Your organization has the right to refuse to supply the information necessary if your organization refuses to supply this information, the Board will be able to process the application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If you want to keep your organization's information private, you must provide a written statement with the application stating that you want to keep your organization's information private. If you do not provide a written statement, your organization's information will be public. Private data about your organization are available to Board members. Board staff whose work requires access to the information. Minnesota's Department of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor; national and international gambling regulatory agencies; and other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for law enforcement purposes; and anyone with your written consent.

Mail application with:

- _____ a copy of your proof of nonprofit status; and
- _____ application fee (non-refundable). If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**. Make check payable to **State of Minnesota**.

To: Minnesota Gambling Control Board
1711 West County Road B, Suite 300 South
Roseville, MN 55113

Questions?
Call the Licensing Section of the Gambling Control Board at 651-539-1900.

MAIL APPLICATION AND ATTACHMENTS



AGENDA ITEM

Orrock Town Board

Prepared By: Shelley Erickson, Clerk	Meeting Date: 12/17/2025	<input type="checkbox"/> Regular Agenda Item	Item No. 8D
Item Description: Resolution 2025-8 Resolution Temporarily Closing Certain Town Roads During Winter Months	Reviewed By: N/A		
	Reviewed By: N/A		

ACTION REQUESTED

Motion to Adopt Resolution 2025-8, Resolution Temporarily Closing Certain Roads During Winter Months
Motion to order barricades and proper signs to be placed at the location.

BACKGROUND/DISCUSSION

The resolution allows the board to temporarily close the portion of 180th Street NW (south of 262nd Avenue NW) that is posted as a minimum maintenance road. The resolution states that the portion of road shall be closed effective as of the date the Town Board orders barricades and proper signage to be placed on said roads and running until such time in the spring when the Town Board determines the roads are able or needed to accommodate traffic and orders the barricades and signs removed. The board will need to make a motion to order barricades and proper signage to be placed, should they choose to close the road.

FINANCIAL IMPACT

Cost to place barricades and signage, minimal

ATTACHMENTS

- Resolution 2025-8 Resolution Temporarily Closing Certain Roads During Winter Months

**TOWN OF ORROCK
COUNTY OF SHERBURNE
STATE OF MINNESOTA
RESOLUTION NO.2025-8**

**RESOLUTION TEMPORARILY CLOSING CERTAIN TOWN ROADS DURING WINTER
MONTHS**

WHEREAS, the Town Board is the road authority of Orrock Township.

WHEREAS, the Town Board works with limited road and bridge funds set by a levy set determined by the town electors at the annual town meeting.

WHEREAS, the road and bridge levy amount is to provide for year-round maintenance of township roads.

WHEREAS, the Town Board finds that certain roads as described in **APPENDIX A** (the described roads), pose particular winter maintenance problems because of their physical structure, drifting of snow, and are especially costly to keep open, especially when special equipment is needed to remove the snow.

WHEREAS, the Town Board determines the described roads infrequently used and do not provide direct access to homes;

WHEREAS, the Town Board determines keeping the described roads open during the winter months would impose an unreasonable burden on the Town's maintenance funds given their low level of use during winter months and their unique attributes making snow removal costly.

WHEREAS, town boards have the authority under Minn. Stat. §§ 164.152 & 160.16 to close and barricade town roads;

NOW, THEREFORE, BE IT RESOLVED, by the Town Board of Orrock Township, Sherburne County, Minnesota that the roads or portions of roads described on the attached APPENDIX A shall be closed effective as of the date the Town Board orders barricades and proper signage to be placed on said roads and running until such time in the spring when Town Board determines the roads are able or needed to accommodate traffic and orders the barricades and signs removed.

Adopted this 17th Day of December, 2025 by the Orrock Town Board

By the Orrock Town Board

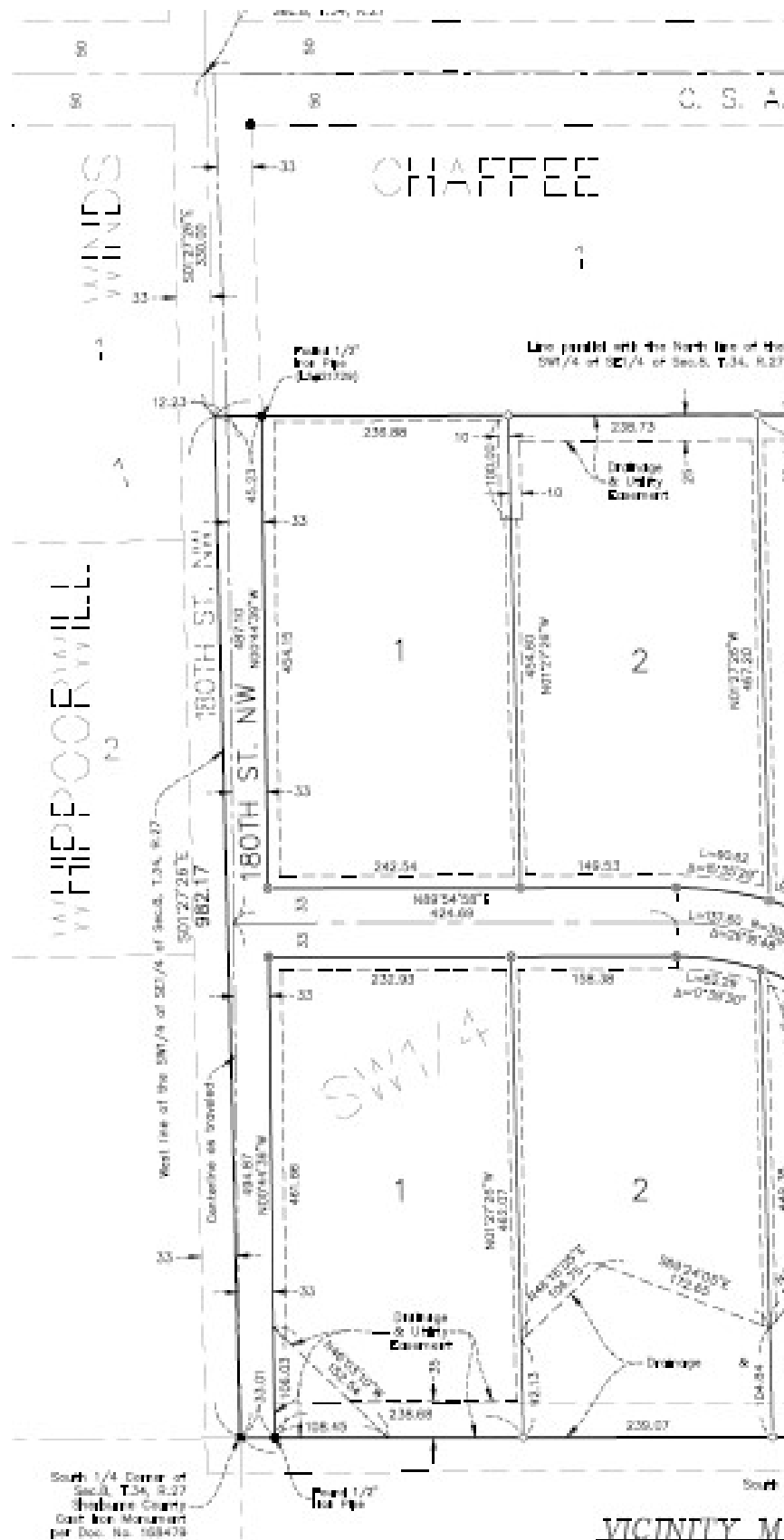
Anne Felber, Town Chair

Attest -----

Shelley Erickson, Town Clerk

APPENDIX A

180th Street 66' ROW from the intersection of 262nd Ave and 180th St NW continuing south for a distance of 461.88' to the south ¼ corner of Sec. 8, T.34, R.27, and





Changes Coming at the Municipal Yard Waste Sites

Residents can expect a hard reset on all municipal yard waste site access cards on January 1st, 2026. This is due to a software update as there has not been a card reset in 15+ years. Please note that your cards will no longer work after January 1st, 2026 until you get them reset.

To get your existing yard waste site card(s) reset, residents of the City of Elk River must go to Elk River City Hall, and all other County residents go to either Becker, Big Lake or Zimmerman City Hall. Please bring your old card with you to get them reset or pay a fee to get a new card(s). Also, please bring a photo ID with you to prove residency. If your address on your photo ID is not a Sherburne County address you will be asked to provide a utility bill as well. Each household will be limited to two (2) access cards.

Please reach out to your city directly for more info

Elk River City Hall 13065 Orono Parkway NW Elk River, MN 55330 8:00am to 4:30pm	Becker City Hall 12060 Sherburne Avenue Becker, MN 55308 M-TH 7:00am to 4:30pm F 7:00am to 1:30pm	Big Lake City Hall 160 Lake Street North Big Lake, MN 55309 M-TH 7:30am to 5:00pm F 7:30 am to 11:30am	Zimmerman City Hall 12980 Fremont Avenue Zimmerman, MN 55398 M 7:00am to 6:30pm T-TH 7:00am to 5:30pm F Closed
--	--	---	--